

INFORMATION BULLETIN

WELFARE-TO-WORK

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TO: SERVICE DELIVERY AREA ADMINISTRATORS
PRIVATE INDUSTRY COUNCIL CHAIRPERSONS
WELFARE-TO-WORK 15 PERCENT SUBGRANTEES
DOL WELFARE-TO-WORK 25 PERCENT SUBGRANTEES
COUNTY WELFARE DIRECTORS
CALIFORNIA DEPARTMENT OF SOCIAL SERVICES STAFF
EDD EXECUTIVE STAFF
WORKFORCE DEVELOPMENT BRANCH STAFF

SUBJECT: JUNE 30, 1999, WtW ADVISORY GROUP WHITE BOARD NOTES

The whiteboard notes from the June 30, 1999, Welfare-to-Work (WtW) Advisory Group meeting are attached. The next meeting is scheduled for August 11, 1999, from 10-3 p.m., at 750 N Street, Job Training Partnership Division, Conference Room A.

If you have questions on the information presented at the meeting, please contact a member of the Advisory Group. A list of the members present at the meeting is attached. If you have any questions or comments regarding this information bulletin, please contact Dian Chun at:

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/S/ BILL BURKE
Assistant Deputy Director

Attachments

WELFARE-TO-WORK ADVISORY GROUP MEETING

750 N Street, Job Training Partnership Division

Conference Room A

Wednesday, June 30, 1999, 10 – 3 p.m.

Agenda

Welcome and Opening Remarks

**Bill Burke
Charr Lee Metsker**

Follow-Up From May 19, 1999, WtW Advisory Group Meeting

Bill Burke

New Items:

- **WtW Performance Around the State and Country** **Bill Burke**
- **Report Out From Management Information System Training Session and Other Reporting Topics** **Liz Clingman**
- **Reauthorization of the WtW Grant Program** **Bill Burke**
- **Joint Technical Assistance Reviews** **Bill Burke
Charr Lee Metsker**
- **Report Out From the State Job Training Coordinating Council Meeting held June 25, 1999** **Bill Burke**
- **WtW Eligibility Directive** **Michael Evashenk**
- **Sharing and Reporting of Best Practices** **Bill Burke**

Other Items

All

Agenda Building for Next Meeting

All

Closing Remarks

Bill Burke

WELFARE-TO-WORK (WtW) ADVISORY GROUP

Wednesday, June 30, 1999

White Board Notes

Opening Remarks

Bill Burke welcomed everyone and made introductions - see attached attendance list. Bill explained that we would now distribute minutes from these meetings as white board notes. The notes are less formal, but we can distribute them quickly.

New Items

➤ The WtW Performance Around the Country and State

The State of California is doing better in terms of enrollments over the past couple of months and in comparison to other states in the nation. Florida has enrolled 0 participants, New York has enrolled 465 participants, and North Carolina has enrolled 126. California's total enrollments as of the end of May 1999 were 3,717.

➤ Report Out from Management Information System (MIS) Meetings

On June 15, the State held an MIS User Group meeting. The WtW forms and general requirements were discussed at the meeting. The minutes from the meeting will be on our Employment Development Department (EDD) web site (<http://www.edd.ca.gov/emptran.htm>). The State is planning another meeting in October 1999.

The State will have to report Temporary Assistance to Needy Families (TANF) data elements. The State will work with the California Department of Social Services (CDSS) to develop the data elements. The State will use a sample system. There are about 150 TANF reporting elements, mostly on the TANF families. The data is collected by CDSS, but some of the information is not in an automated system.

California has continually raised concerns about the extent and complexity of reporting requirements. Pending federal legislation may give us some relief by giving Department of Labor (DOL) the authority to decide what information will be collected in the future. The next step for the State is to identify the TANF data elements that are not currently being collected. There may be a problem with how the 15 percent WtW grantees will collect these TANF data elements.

There was a concern that the CalWORKs and WtW information is not rolled up in a single report. The report would then show the total number of participants served in California. The WtW program is only a small portion of the number of participants served.

There was a concern that there was not a significant enough lead-time on the introduction of the new reporting forms.

➤ Report Out From State Job Training Coordinating Council

Senator Patrick Johnston and Lieutenant Governor Cruz Bustamonte are concerned about the low enrollments in the WtW program. Rather than hold a separate hearing, they allowed us to use the June 25, 1999, SJTCC meeting as a way to focus on the WtW program. The SJTCC spent about two hours discussing WtW program progress, barriers to success, and actions being taken to improve performance. Bill Burke, JTPD; Charr Lee Metzker, CDSS; Will Lightbourne (San Francisco Welfare Department); and Andrew Munoz (Service Delivery Area Administrator for Orange County) made presentations to the SJTCC Council. The SJTCC will send a letter to Governor Davis asking him to support a federal technical amendment that would loosen WtW program requirements.

➤ Joint Technical Assistance Reviews

The EDD and CDSS will jointly visit 10 SDAs and related County Welfare Departments to discuss the WtW program. The intent of the visits is to identify issues and concerns with the program. Refer to *Attachment 4* to find out more about these visits.

➤ “A Local Perspective on the WtW Grant Program”

This report should be distributed within the next two weeks to local partners. This is a report based on the findings from EDD’s Audit and Evaluation Division that visited 10 SDAs and County Welfare Departments.

➤ Education Partners

We continue to explore ways to better coordinate with our education partners. Specifically, Bill Burke met with representatives of the California Department of Education and California Community Colleges to determine how we could link WtW services with those provided in Regional Occupation Programs, Adult Education, and related activities. Bill plans to meet again with these partners and suggest that they also attend the next WtW Advisory Group meeting so everyone can participate in the discussion.

➤ Federal Overview

The DOL is in the process of reviewing 500 25 percent WtW proposals. The funding announcement will be made in September.

The final WtW regulations will be published in July. The *Financial Management Technical Assistance Guide* will be issued in October or November. The guide will include information on ways to calculate the 70/30 split expenditures and expenditure information for the monthly report.

The National Governor’s Association (NGA) will hold a series of training sessions on WIA. The training will be held in DOL Regional areas.

Representative Ben Cardin introduced a bill in Congress to reauthorize the WtW program. The feature in the bill that is getting the most positive support from legislators is the 20 percent set aside for noncustodial parents.

A side-by-side of the reauthorization can be found on the DOL web site at: <http://wtw.doleta.gov/reauth/wtwside2.htm>.

➤ The WtW Grant Program Eligibility Draft Directive

There was a discussion on the draft directive that will be on the web site in mid-July. The purpose of the directive is to clarify the federal and state requirements for eligibility determination and verification for the WtW Grant program.

The following were the comments from the Advisory Group:

- The initial eligibility determination for the WtW Grant program is valid for as long as the CalWORKs recipient is receiving assistance. The CalWORKs recipient's enrollment in the WtW Grant program may occur at anytime after the initial eligibility determination.
- The WtW operating entity is ultimately liable for eligibility determination.
- It is up to the operating entity to develop a policy that lists acceptable documentation for eligibility. The State will issue an information bulletin on possible sources for documentation for barriers and characteristics.
- The DOL will revise the question and answer on changing participant eligibility from 30 percent to 70 percent.
- The definition of noncustodial was not correctly referenced throughout the document.
- There also was a discussion on the Joint Policy Statement, WtW program, Eligibility Documentation for CalWORKs recipients.
- Additional comments on the draft directive should be sent to Michael Evashenk.

➤ Next Meeting: August 11, 1999

➤ Agenda items:

- California Department of Education
- Best Practices
- A local perspective on the WtW Grant program report
- The Governor's 15 percent WtW SFP update
- Informational feedback on technical assistance visits

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STATE TECHNICAL ASSISTANCE/BEST PRACTICES PLAN CONCENTRATED ON WELFARE-TO-WORK IMPLEMENTATION

OBJECTIVES:

The Employment Development Department (EDD) and California Department of Social Services (CDSS) will jointly visit selected Service Delivery Areas (SDA) and their related County Welfare Departments (CWD) to determine areas where coordination of federal Welfare-to-Work (WtW) programs and funding streams is being achieved and to determine where it is not. Local visits are designed to solicit local concerns with state and federal rules, regulations or statutes and to solicit local ideas as well as to follow up on state concerns. Technical assistance will be provided to assist areas to increase their performance by sharing of best practices. Technical assistance will also be provided, as necessary, to help enhance and/or develop better local relationships.

ACTION STEPS/TIMELINE

The joint EDD/CDSS field visits to determine best practices and areas of concern in each local area will be completed no later than July 30, 1999. The EDD will prepare a letter to each SDA to present the results of the visits. For those areas where concerns are found, the letter will detail the nature of the issues which surfaced (state, federal, or local), and will offer state assistance in establishing a plan between the State and the local entities (as appropriate) to secure a resolution of each issue/problem.

The SDA/State plans for resolving concerns will be completed by August 31, 1999. However, any concerns that can be resolved prior to the August 31, 1999, report date will be expeditiously dealt with.

The EDD and CDSS will assess these plans and determine next steps by the State by September 10, 1999.

The EDD and CDSS will prepare a report to detail findings and lessons learned for release to all California SDAs/CWDs by September 30, 1999.

SITE SELECTION:

Site selections were made based on the following criteria:

- The SDAs' allocation exceeded \$2 million. The SDAs with allocations under \$2 million were considered for visits on an exception basis.
- Mix of rural and urban areas.

- Mix of governance structures (i.e., multiple SDAs in a county).
- Coordination issues exist or best practices were noted.
- Enrollment to date information was utilized.
- Geographic distribution was considered.

Los Angeles County SDAs are currently receiving individualized technical assistance. In addition, the following local areas will be visited by CDSS and EDD.

- NoRTEC (7 Northern California Counties)
- Stanislaus County
- Butte County
- Fresno
- Oakland
- San Joaquin County
- Imperial County
- NOVA (Northern Santa Clara Valley) and Santa Clara
- Sacramento County
- San Diego County

The aforementioned plan for concentrated work is in addition to the other ongoing efforts by CDSS and EDD to assist all of California's local areas in effectively implementing the federal WtV program.